

Meeting Agenda
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS
South Dakota Department of Labor and Regulation
123 W. Missouri Ave., Pierre, SD
October 3, 2017 2:00 p.m. CDT

- A. Call to Order
- B. Roll Call
- C. Introductions
- D. Approval of the Minutes of June 8, 2017 and September 15, 2017
- E. FY Financial Update
- F. Complaints/Investigations
- G. Old Business
- H. New Business
- I. Code of Conduct-FYI
- J. Next Meeting Date
- K. Adjourn

Meeting Minutes
ABSTRACTERS BOARD OF EXAMINERS

Best Western Kelly Inn
1607 SD Highway 50, Yankton, SD
June 8, 2017 4:00 p.m. CDT

President Greg Wick called the meeting called to order at 4:00 p.m.

Members Present: Yvon Burtz, Victoria Wilds, Kara Semmler, and Amber Mulder attended by conference call.

Members Absent: Dan Roe

Minutes from February 1, 2017 board meeting were presented by Secretary Wilds. Motion to approve made by Ms. Burtz and seconded by Ms. Wilds. Roll call vote for approval: yea Ms. Wilds, yea Ms. Burtz, Yea Ms. Semmler, yea Mr. Wick. **MOTION PASSED**

Minutes from April 11th, 2017 board meeting were presented by Secretary Wilds. Motion to approve made by Ms. Burtz and seconded by Ms. Wilds. Roll call vote for approval: yea Ms. Wilds, yea Ms. Burtz, Yea Ms. Semmler, yea Mr. Wick. **MOTION PASSED**

Treasurer's report was presented by Treasurer Wilds. Motion to approve made by Ms. Burtz and seconded by Ms. Wilds. Roll call vote for approval: yea Ms. Wilds, yea Ms. Burtz, Yea Ms. Semmler. **MOTION PASSED**

Old business included an update from Mr. Wick that Mr. Bill VanCamp has completed an amendment to the SD Land Title Guide with regard to probate code. The appendix is expected to be available no later than October and made available for distribution soon after that time. At the October meeting the board should be able to make plans on how to distribute the appendix.

Under new business Mr. Wick informed those in attendance of the contract with Professional Licensing LLC and the transfer of executive duties of Ms. Wilds to that company upon completion of the plant renewal licensing. Mr. Wick also reminded those in attendance of the pending renewal of plant certification due by June 30th, 2017.

Ms. Burtz made a motion to nominate the current slate of officers President Wick and Secretary Treasurer Ms. Wilds to continue as the officers for the board. Seconded by Ms. Wilds. Roll call vote for approval: yea Ms. Wilds, yea Ms. Burtz, Yea Ms. Semmler, yea Mr. Wick. **MOTION PASSED**

With no other matters before the board motion to adjourn made by Ms. Burtz and seconded by Ms. Semmler. Roll call vote for approval: yea Ms. Wilds, yea Ms. Burtz, Yea Ms. Semmler, yea Mr. Wick. Adjourned 4:13PM. **MOTION PASSED**

s/ Greg Wick, President
s/ Victoria Wilds, Secretary Treasurer

STATE OF SOUTH DAKOTA
REVENUE SUMMARY BY BUDGET UNIT
FOR PERIOD ENDING: 08/31/2017

AGENCY BUDGET UNIT	10 1038	LABOR & REGULATION ABSTRACTERS BD OF EXAMINERS	CURRENT MONTH	YEAR-TO-DATE
CENTER	COMP	ACCOUNT	DESCRIPTION	
COMPANY NO 6503				
COMPANY NAME PROFESSIONAL & LICENSING BOARDS				
1038000698	6503	4293920	NEW LICENSE FEES	2,151.45
1038000698	6503	4293921	REEXAMINATION FEES	1,050.00
1038000698	6503	4293922	EXAMINATION FEES	1,500.00
1038000698	6503	4293923	RENEWAL FEES	39,620.00
ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	44,321.45
ACCT: 42			LICENSES, PERMITS & FEES	44,321.45
1038000698	6503	4539001	OTHER CHARGES	700.00
ACCT: 4539			OTHER CHARGES (STATE INTRA-GOVERNMENT)	700.00
ACCT: 45			CHARGES FOR SALES & SERVICES	700.00
1038000698	6503	4920045	NONOPERATING REVENUES	3,526.44
ACCT: 4920			NONOPERATING REVENUE	3,526.44
ACCT: 49			OTHER REVENUE	3,526.44
CNTR: 1038000698				48,547.89
COMP: 6503				48,547.89
B UNIT: 1038				48,547.89

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STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 08/31/2017

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AGENCY BUDGET UNIT CENTER-5	10 1038 10380	LABOR & REGULATION ABSTRACTERS BD OF EXAMINERS ABSTRACTERS BOARD OF EXAMINERS	CURRENT MONTH	YEAR-TO-DATE	
CENTER	COMP	ACCOUNT	DESCRIPTION		
COMPANY NO	6503	PROFESSIONAL & LICENSING BOARDS			
1038000698	6503	51010100	F-T EMP SAL & WAGES	124.48	147.24
1038000698	6503	51010300	BOARD & COMM MBRS FEES	1,020.00	2,460.00
ACCT: 5101		EMPLOYEE SALARIES		1,144.48	2,607.24
1038000698	6503	51020100	OASI-EMPLOYER'S SHARE	87.50	200.23
1038000698	6503	51020200	RETIREMENT-ER SHARE	7.46	8.82
1038000698	6503	51020600	HEALTH/LIFE INS.-ER SHARE	14.49	17.15
1038000698	6503	51020800	WORKER'S COMPENSATION	.20	.23
1038000698	6503	51020900	UNEMPLOYMENT COMPENSATION	.03	.04
ACCT: 5102		EMPLOYEE BENEFITS		109.68	226.47
ACCT: 51		PERSONAL SERVICES		1,254.16	2,833.71
1038000698	6503	52030200	AUTO PRIV (IN-ST.) L/RTE	.00	27.14
1038000698	6503	52030300	AUTO-PRIV (IN-ST.) H/RTE	.00	68.88
1038000698	6503	52031000	LODGING/IN-STATE	.00	78.30
1038000698	6503	52031400	TAXABLE MEALS/IN-STATE	.00	11.00
1038000698	6503	52031500	NON-TAXABLE MEALS/IN-ST	.00	11.00
ACCT: 5203		TRAVEL		.00	196.32
1038000698	6503	52040900	MANAGEMENT CONSULTANT	2,047.30	4,189.60
1038000698	6503	52042000	CENTRAL SERVICES	106.74	383.07
1038000698	6503	52045300	TELECOMMUNICATIONS SRVCS	106.83	159.77
ACCT: 5204		CONTRACTUAL SERVICES		2,260.87	4,732.44
1038000698	6503	52053500	POSTAGE	283.72	283.72
1038000698	6503	52059600	PROC CARD PURCH-DISPUTED	.00	13.30
1038000698	6503	52059800	PROC CARD PURCH-APPROVED	582.46	645.40
ACCT: 5205		SUPPLIES & MATERIALS		866.18	942.42
1038000698	6503	5228000	OPER TRANS OUT -NON BUDGT	78.03	141.03
ACCT: 5228		NONOP EXP/NONBGTD OP TR		3,205.08	6,012.21
ACCT: 52		OPERATING EXPENSES		78.03	141.03
COMP: 6503		PROFESSIONAL & LICENSING BOARDS		4,459.24	8,845.92
CENTER: 1038000698				4,459.24	8,845.92
B UNIT: 1038				4,459.24	8,845.92

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STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 08/31/2017

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AGENCY : 10 LABOR & REGULATION
BUDGET UNIT: 1038 ABSTRACTERS BD OF EXAMINERS

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	320,556.49	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			320,556.49	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			320,556.49	DR **	
BUDGET UNIT TOTAL 1038			320,556.49	DR ***	